

Parks, Recreation, and Forestry Committee Minutes of September 8, 2011

Meeting called to order by Jim Wein, chairperson, at 6:00 p.m. in Room 108 of City Hall Plaza, 630 S. Central Avenue.

Present: Jim Wein, Tom Oettiker, Jane Yaeger, Brenda Baur and Alderman Tom Buttke.

Excused: Chris Viegut and Julie Smith

Absent:

Also Present: Ed Englehart, Parks & Recreation Director; Kelly Cassidy, Parks & Recreation Supervisor; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Jim Limmex, President of Marshfield Youth Soccer Association.

PR11-35 Motion by Yaeger, seconded by Buttke to approve the minutes of the August 11th meeting.

Motion Carried 5-0

Public Comments: None

The committee set Thursday, October 13th at 6:00 p.m. as the date and time of their next meeting.

Englehart and Limmex presented a request from the Marshfield Youth Soccer Association to allow them to name the new soccer field being developed at Griese Park in honor of one of the early leaders of the Marshfield Youth Soccer program. The Soccer Association donated \$20,000 to the project and Englehart feels their request complies with the policy for naming park facilities and is recommending approval of the request.

PR11-36 Motion by Buttke, seconded by Baur to approve the request and recommend approval of the naming of the field to the Common Council.

Motion Carried 5-0

Englehart reviewed the current priority scheduling procedures that the department staff utilizes for scheduling of various park and fairground facilities for annual city events. Recently, a request was made for another event to be added to the list of events that receive priority scheduling. This prompted a review of the events that receive priority scheduling and the procedures that department staff performs to ensure that the facilities are reserved prior to the facilities being open for reservation by the general public. Englehart requested input from the committee regarding the level of service that the department should provide in this area, and what criteria should be used in determining whether or not an event should receive this special consideration. Discussion was held and Englehart will bring the item back at a future meeting with a recommendation.

Englehart reviewed the process for selection of the Parks and Recreation Department's Citizen Volunteer Award. Staff and Parks, Recreation and Forestry Committee members should submit the names of the individuals that they would like to be considered for the award to Jim Wein, Chris Viegut, or Ed Englehart. They will review the names and bring a recommendation back to the Parks, Recreation and Forestry Committee at the October meeting.

Information Items: The information items were reviewed. Steinbach presented the summary report for the Wild Wednesday programs held at the zoo this past summer. Over 2,500 children attended the programs. Baur suggested that a clarification be made on the note at the bottom of the report that indicated the Zoo Store incomes are not profit. The amounts listed represent the gross revenue from the sale of items from the zoo store.

Committee Member Questions, Comments, and Suggestions: No items noted.

Future Agenda Items: Summer volunteer recognition, priority scheduling, swimming pool report, volunteer of the year award.

Communications: Englehart distributed a list of communications that the department had received since the last meeting.

PR11-37 Motion by Baur, seconded by Yaeger, to adjourn.

Motion Carried 5-0 Meeting adjourned at 6:53 p.m.

Ed Englehart, Parks and Recreation Director